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[redacted]

12 March 1964

MEMORANDUM FOR : Director of Personnel

FROM : Chief, Contract Personnel Division

SUBJECT : Senior Non-Staff Personnel, Office of Personnel Role

25X1C

25X1A

25X1C

25X1C

25X9

25X1C

25X1A

25X1C

25X1C

25X1A

25X1A

[redacted]

25X1A

To my knowledge at the present time there are no specific regulations on the books which authorize us to perform these functions. HR [redacted] goes into depth concerning budgets, plans,

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programs and projects, with HR [redacted] outlining procedures for obtaining approvals when the basic compensation exceeds the top of grade GS-15, but nowhere in this regulation is the Director of Personnel given a responsibility. 25X1A

In his memo of 9 March 1964, Mr. [redacted] asked if we thought the Director of Personnel's role needed redefinition and, if so, what changes would we propose. If it is decided that OP will play a greater role in the [redacted] 25X1A 25X1C

25X1C [redacted] one way to get the Office of Personnel in the picture by direction rather than by invitation would be to include the responsibilities of the Director of Personnel in HR [redacted] 25X1A

A greater and more positive role in the handling of these

25X1C [redacted] will require additional manpower to be assigned to the various OP components concerned in order to implement the program. With the present tight personnel and money ceilings, this will necessitate a reassignment, within the present OP strength, of a minimum number of persons of sufficient grade and expertise to do a competent job. I raise this point because when I discussed the 9 March 1964 memo-

25X1A randum with Mr. [redacted] he said another memorandum had been sent to you asking for the Office of Personnel position in the preparation and annual review of administrative plans. Should the Office of Personnel decide to enter more fully into the [redacted] 25X1C

25X1C [redacted] field and at the same time assume a greater role in the preparation and annual review of administrative plans, the reassignment of qualified personnel assumes added importance. To accept the responsibility in both of these areas without a competent and trained staff would accomplish little and could reflect negatively on the Office of Personnel.

In view of the wide implication of Mr. [redacted] memo- 25X1A randum with the corresponding manpower and expertise needed, I believe very careful consideration should be given to these proposals before agreement.

[redacted] 25X1A

Chief, Contract Personnel Division

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